

**Tennessee Leaders of Tomorrow Fall 2018 Internship  
Tennessee Department of Commerce and Insurance  
Fire Prevention Education and Outreach Internship**

The mission of the State Fire Marshal's Office (SFMO) is to prevent the loss of life and property due to fire. The Education & Outreach section provides community risk reduction analysis and valuable fire prevention resources to the general public and the fire service. Through the analysis of fire incident data, this section develops strategies to reduce fire loss in communities throughout the state.

This section manages the Tennessee Fire Incident Reporting System (TFIRS), fire department recognition, "Get Alarmed, TN!", the state's fire fatality database, the "Close The Door" campaign, the Annual Fire Loss Symposium, Fire Prevention Week, the Fire Prevention Week Poster Contest, and other programs.

This internship position is expected to support the Assistant Commissioner and the Director of Education and Outreach by assisting with current outreach opportunities, the creation and presentation of a new campaign, and assisting in the evaluation of the impact of outreach and education initiatives.

This internship is expected to provide assistance with the responsibilities detailed below:

- Assistance with research, event support and media outreach.

- Provide public awareness of various services, activities, programs, plans and projects; work includes responsibilities associated with planning, implementing and assisting in the administration of current education and outreach projects.

- Assists in the coordination and facilitation of community events and programs, fundraisers, and other forums.

- Conduct research and develop and present a new education and outreach campaign to leadership at the end of the internship.

Applicants interested in this internship may contact Kimberly Mantlo via email at [Kimberly.Mantlo@tn.gov](mailto:Kimberly.Mantlo@tn.gov).

The Tennessee Department of Commerce and Insurance is an Equal Opportunity Employer.